

TASK ORDER

Project: Stormwater Capital Planning Services
Part 1 - Capital Plan Scoping Report

Task Order No: 1

Issued To: Wessler Engineering, Inc.

All work shall be performed in accordance with the Agreement between the Board of Public Works and Safety, City of West Lafayette, Indiana and Wessler Engineering executed March 4, 2014.

I. Project Description

The Owner is in need of Comprehensive Capital Planning Services for their stormwater drainage system. Part 1 of the Planning Services is a Capital Plan Scoping Report, which will identify and compile data and information, identify stakeholders and assess their impact on the Plan, identify and describe regulatory requirements and goals, and provide recommendations for a Capital Master Plan scope.

II. Scope of Services – Basic Services

The Scope of Services includes planning for the Owner's upcoming Comprehensive Stormwater Capital Master Plan. Using the Owner's existing Storm Water Utility documentation as a baseline, a Scoping Report including the following elements will be developed:

- A. Inventory of existing stormwater mapping and GIS resources.
- B. Recommendations for additional mapping requirements.
- C. Service Area and watershed delineations.
- D. Compilation of data.
- E. Identification of separate and combined sewer service areas.
- F. Identification of non-municipal sewers (e.g. Purdue) within the service area.
- G. Compilation of known drainage issues.
 - 1. Major capital stormwater projects
 - 2. Minor capital stormwater projects
 - 3. New (developing) issues identified
- H. Summary of Regulatory requirements (e.g. MS4, CSO Agreed Order, etc.).
- I. Summary of planned CSO LTCP capital projects and assessment of impacts on stormwater system.

- J. Stormwater Management goals, per watershed, for existing conditions and new development including:
 - 1. Drainage
 - 2. Volume Management
 - 3. Water Quality
 - 4. Sustainability

The Engineer's tasks will include:

- A. Initial kickoff meeting with Owner to review existing information, maps and reports.
- B. Attend three (3) meetings with Owner and stakeholders.
- C. Review existing mapping and GIS data. Identify deficiencies.
- D. Prepare watershed map.
- E. Develop Stormwater management goals incorporating Owner and stakeholder input and regulatory requirements.
- F. Identify major and minor short term capital projects for inclusion in Owner's budget planning.
- G. CSO LTCP capital project coordination.
- H. Prioritize capital projects with a ranking system.
- I. Prepare and submit a draft Scoping Report for Owner's review.
- J. Prepare Final Scoping Report incorporating Owner's comments.
- K. Submit the Final Scoping Report to Owner for public input.
- L. Present the Final Scoping Report to the Owner at a Public Meeting.

III. Probable Project Schedule

Submit the draft scoping report to Owner review within ninety (90) calendar days of a signed Task Order. Submit final report two (2) weeks after receipt of Owner's review comments.

IV. Compensation

Compensation for Basic Services as defined in Article II shall be based on a Lump Sum fee of Thirty Seven Thousand Dollars (\$37,000.00).

V. Project Staff

The anticipated Project Staff is listed below:

Principal Engineer

Martin Wessler, P.E.

Project Manager

Mary Atkins, P.E.

Stormwater Group Head

William Leber, P.E.

Project Engineer

Emily Nelson, P.E.

Project Engineer

Jessica Hawley, P.E.

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Accepted By:

WESSLER ENGINEERING, INC.

Martin A. Wessler, P.E.
CEO

Authorized By:

BOARD OF PUBLIC WORKS & SAFETY
CITY OF WEST LAFAYETTE, INDIANA

John R. Dennis, Mayor

Sana G. Booker, Member

Bradley W. Marley, Member

Jonathan C. Speaker, Member

Shawn R. Little, Member

Attest: _____
Judith C. Rhodes IAMC/CMC/CPFA
Clerk-Treasurer

Date: _____, 2014

Date: _____, 2014

| ADDRESS FOR GIVING NOTICE:

Wessler Engineering
6219 S. East Street
Indianapolis, IN 46227

ADDRESS FOR GIVING NOTICE:

City of West Lafayette
609 West Navajo Street
West Lafayette, Indiana 47906